



**DTO's  
Mission  
and Name  
vote at  
meeting**



**Bragging  
Rights  
Celebrate  
your  
victories  
with us!**

**Page  
Two**

**Website  
Task Force  
thanks you  
for your  
response**

**Page  
Four**

**Advocacy  
Task Force  
makes  
progress**

# DTO NEWSLETTER

## **DTO Conference 2006 "Staying Connected"**

The Conference Planning team has been hard at work planning and preparing for the training conference anticipated to be held in the Spring 2006. A pre-conference survey was released the week of July 18, 2005. Deadline for submitting feedback was August 8, 2005. Thanks to all who have participated in providing valuable information that will make this conference the best training experience! Stay tuned for more exciting information about the conference. If you would like to be a participant in one of the focus groups for the upcoming conference, contact Susan Coats at [susancoats@dpa.ca.gov](mailto:susancoats@dpa.ca.gov) or Kathy Jones at [kjones@vpn.cslb.ca.gov](mailto:kjones@vpn.cslb.ca.gov)

*by Kathy Jones, CSLB*

## **Bragging Rights**

Want to celebrate a victory? Want to share your accomplishments? Want to announce your "wins" to the world? Now you can by submitting them to the attention of "Bragging Rights!!!" of the newly established DTO Newsletter (name anyone?)

That's right!!! We want to share your good news with all involved with the DTO...and beyond. When you've facilitated a mutual benefit for state employee's training program...submit your win! When you've harnessed the power of focus and beneficial accomplishments...submit your win! When you've made possible for others to "work smart, not hard"...submit your win!

"Bragging Rights" is your megaphone to announce your wins, accomplishments and victories...share your triumphant endeavors with us and we'll announce them to the world!!! Submit to: [kjones@vpn.cslb.gov](mailto:kjones@vpn.cslb.gov).  
*by Brenda Russell, OSHPD*

## **Upcoming Meetings**

**September 7, 2005**

**ADP**

**1700 K Street**

**bring ID**

**December 7, 2005**

**PIA**

**1901 Broadway**

## **Volunteer for Task Force—Contact Leads**

**Leadership:** Sue Williams [swillia4@dhs.ca.gov](mailto:swillia4@dhs.ca.gov)

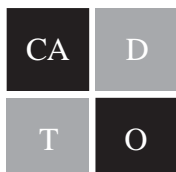
**Strategic Plan:** Deborah\_Derov@dca.ca.gov

**Advocacy:** Becky Morales [rmorales@dtsc.ca.gov](mailto:rmorales@dtsc.ca.gov)

**Communication and Development:** Kathy Jones  
[kjones@vpn.cslb.ca.gov](mailto:kjones@vpn.cslb.ca.gov)

**Website Development:** Mary Wind,  
[mwind@dhs.ca.gov](mailto:mwind@dhs.ca.gov)

**Recruitment and Outreach:** Vacant



In the future look for this space to contain an exciting purpose statement—we'll be voting on one at the September 8 meeting—see page three for details. We will also be voting on a new name for California's Departmental Training Officers. See you at the next meeting—Thursday, September 8, and let us hear your voice

**August 2005**

# Training Officers, Page 2

## Meet the new DTO Advisory Board

At the last meeting new officers and board members were announced. Thank you to the following individuals who have volunteered to keep this organization going:

Chair: Sue Williams, DHS

Vice Chair, Madeline Journey-Lynn: ADP

Immediate Past Chair: Jan Spano, CDA

Secretary: Sandy Pratt, SCO

Arrangements Coordin

Auxiliary Member: Ree McLaughlan, CDF

Library Liaison: Vera Nichols, CSL

Advocacy: Becky Morales, DTSC

Communication & Development: Kathy Jones, CSLB

Recruitment and Outreach: vacant

Strategic Plan, Deborah Derov: DCA

Website Development, Mary Wind: DHS

ator: Vacant

## Website Development Task Force reports

Thank you for responding to the training officers' website survey we sent out in May. We are reviewing the survey data and creating a method to incorporate your suggestions for adding links to training resources and other training-related information. Our goal is to create a dynamic website that State training professionals will bookmark and visit regularly.



other training professionals. We look forward to sharing these exciting developments with you in December. In the meantime, click on the link below to check out the improved DTO website and let us know what you think! [www.library.ca.gov/StateTraining](http://www.library.ca.gov/StateTraining)

## Interested in shaping the future of DTO?

Join a task force or volunteer for a leadership role (Arrangement Coordinator, Recruitment and Outreach members needed, lead position available)  
Contact Sue Williams at [swillia4@dhs.ca.gov](mailto:swillia4@dhs.ca.gov)

Please plan to attend the December DTO meeting to hear about the improvements we've made

to the website and the process you will use to add links and other information. We also plan to discuss our ideas about utilizing an online "Forum" as an enhancement to the "CA Trainers" E-mail Discussion Group to capture ideas, post events and relay time-sensitive information to

*by Janet Wight, Dept of Conservation*

Mary Wind (Chair), DHS

Ree McLaughlan, CDF

Vera Nicholas, CSL

Janet Wight, DOC

Chuck Borelli, DWR

Jivendra Singh, DOR

## Communication and Development

The new fiscal year will bring exciting and evolving events. The Communication & Development Committee meets every third Thursday of each month at 11:30am-1:00pm in a location centrally located (TBA in advance). If you are interested in hearing about the committee's

goals and plans of improving communication and development among the State DTO training and learning community contact Kathy Jones. The Committee would like to extend an invitation for interested and committed professionals to come and join our team and be part of an innovative and creative group of training professionals.

## Strategic Planning Task Force— The Mission

At the June 8, 2005 Departmental Training Officer meeting there was a lot of vitality, creativity and excitement in the air. The initial mission statement was crafted as:

*"We are a supportive body and a creative network working together to create our vision".*

Following the meeting the Strategic Planning Task Force and the Leadership Task Force worked on polishing the statement.

The proposed mission is written for your review prior to the September meeting. It will be ratified and voted on by those present September 7.

## Strategic Planning Task Force— Vote on New Name

In June, the membership came up with ideas for a new name to coincide with the vision and mission. The top five names will be voted upon in person at the meeting in September. The names are listed here, in no significant order.

California Network of Learning Professionals

LEAD Network (Learning, Education and Development)

Advocates for Learning and Professional Development (ALPD)

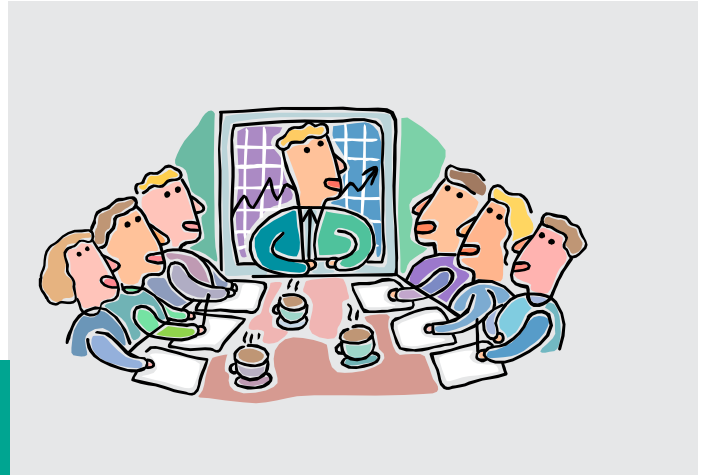
TRAIN California Workforce (Training Resilient Adaptive Innovative Network)

Trainers 4 California

## Recruitment and Outreach

Thank you to Madeline Journey-Lynn who

ments as DTO goes forward. Please contact



stepped up and sent out notes to those who attended the last few meetings. In the meantime we are looking for a lead and committee members who would be interested in putting together a list of individual departments to recruit trainers to represent their depart

Madeline if you are interested in being a part of this task force, please contact Madeline at [mjourney-lynn@adp.state.ca.us](mailto:mjourney-lynn@adp.state.ca.us).

## Crêpeville

Want to get to know some fellow training officers? Join us for lunch after the September 7th meeting at Crêpeville, 2 blocks from ADP at 17th & L Streets. À bientôt!

## PROPOSED MISSION STATEMENT

*We are a supportive alliance creatively networking to develop California's state workforce for optimal performance.*

Do you like the idea of a newsletter for DTO members? The Communication Task Force welcomes your response and any suggestions. We would also be thrilled to have your help if you have a knack for PageMaker, reporting or want to learn desktop publishing. If you were not at the March or June meeting and have not had a chance to join, consider joining the Communication Task Force! You can also send us an article relevant to the entire community or let us know what your task force is up to.

E-mail your interest or article to [kjones@vpn.cslb.ca.gov](mailto:kjones@vpn.cslb.ca.gov)

## Advocacy Task

### Force

The Advocacy Workgroup met on July 26, 2005 to review a draft action plan. The action plan states the workgroup's mission: "Develop a strong and independent voice that raises issues related to training and workforce development for the State's employees that is consistent with any implemented CPR Task Force recommendations.". Four goals were identified to achieve the mission: 1) Define the role of the DTO's voice, 2) Develop a plan for communicating and collaborating with the appropriate authorities to ensure that the DTO's voice is

heard by the Governor's Office, 3) Identify and appoint a designated advocate for the DTO, and 4) Give support for an Executive Order addressing Workforce Development and identifying a champion for the effort.

Mary Fernandez, provided an update on the Workforce Development component of CPR. At this time, there are plans for an executive order to be developed and presented to the Governor's Office for approval. The intent is for the Order to assign a champion for the effort at the Secretary level in the Governor's Office.

## September 7, 2005 Alcohol and Drug Programs 1700 K Street (17th & K)

- 9:00 Welcome and Vote
- 9:05 Leads report on task force progress of first quarter
- 9:30 Ratify Mission Statement and Vote on Name
- 10:00 Focused Conversation Demonstration/ Training
- 11:30 Adjourn and all members invited to join for lunch at Crêpeville

The Leadership Task Force (Sue Williams, Madeline Journey-Lynn, Rolanda Gregory, Jan Spano) met May 10, 2005, to establish guidelines for the various positions and advisory board members. Positions include: Chair, Vice Chair, Secretary and Arrangements Coordinator. Officers will serve a one-year term, July-June. At the conclusion of the year, the chair will continue as Immediate Past Chair and the Vice Chair will move into the Chair position.

The Advisory Board will consist of the leads from each task force or their designee: Leadership, Strategic Plan, Advocacy, Communication/Development, Website Development, Recruitment and Outreach. It is understood that task force groups may be added or deleted as time goes on and seats on the board will be created or eliminated to match. This will serve to provide a means of efficient communication between task forces and leadership and vice versa. In addition, there will be a standing Auxiliary Member on the Advisory Board for historical purposes. The overall role of the Advisory Board is to act as advisors and to serve as a liaison between the departmental training community and the DTO leadership.

Although we have volunteers for most positions, it is not too late to volunteer yourself. Most pressing is the need for Arrangements Coordinator, who is in charge of locating meeting space, confirming it, determining room set-up and coordinating with speakers on AV needs. Meeting space is confirmed through 2005, but it's time to start booking four meetings in 2006!